

YMCA Southeastern
High School
Model United Nations

November 22-24, 2014

Faculty Guide

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Welcome!

Dear Advisors,

On behalf of the entire conference staff, it brings me great joy to officially welcome you to SHSMUN 2014. I can personally assure you that whether you are a conference veteran or this is your first time, you will fully reap the rewards SHSMUN has to offer. I can still remember my first time as a delegate—the speechmaking, the debating, the caucusing, all of it. Even though I wasn't the best at any of those things, SHSMUN and the experiences I have gained at this conference have shaped me into the person I am today. I firmly believe that it can do the same for you. That being said, I'm hopeful that this year you and your students will be immersed in three days of educationally stimulating situations—situations that will be challenging, but inevitably rewarding.

Since SHSMUN 2013 was adjourned, I have been honored to work alongside some of the brightest minds the Southeast has to offer. Needless to say, I am incredibly proud and humbled by the work and effort each staff member has put in to making November 22 a reality. I am more than confident that their work, their level of research, and lastly their innate intellect will reflect in the quality of debate and discussion in committee.

As we gather together for a weekend to debate issues and solve the world's problems and ultimately "achieve" world peace, we must never forget the true mission of this conference: to defeat cynicism. Ultimately, the leadership of this conference aspires to instill a true love for the United Nations and solidify the notion that when people come together, solutions can be found and change can be achieved.

The experiences that delegates will encounter at this conference will ultimately make that far fetched vision a reality.

On www.shsmun.org, you will find resources covering all areas of the conference, but at any time, if you have questions or concerns, please do not hesitate to email me at secgen@shmsun.org OR email our program coordinator, Daniel Kadwell, at coordinator@shsmun.org. Of course, the same also applies for all committee chairs.

Finally, I would like to extend my deepest gratitude for your continued support for not only your students, but this conference. This conference relies as much on a prepared staff, as it does on your support and your commitment. I look forward to November 22 and the days that will follow for what will most definitely be an unforgettable and unsurpassable experience.

Sincerely,
Aman Madan
Secretary General

New in 2014

The 2014 SHSMUN Conference will build on the successes of our 20 previous Conferences. We're learning all the time!

Returning advisors and delegates will notice a few changes since SHSMUN 2014. These are all discussed in more detail throughout this faculty guide.

A brief summary of some of the changes you'll see:

- Overall Delegate Award: In an effort to foster collaboration and teamwork among representatives of the same country/delegation and in an effort to place greater importance on the Best Delegation Award, the Overall Delegate Awards will not be given this year. See the section on Awards for further Detail (Page 15).
- In an effort to allow more schools representation on the Security Council, we are piloting a new selection process. See the section on Security Council Countries (Page 9) for registration details.
- New Requirements for Digital Press Corp Application: To be accepted into the Digital Press Corp, applicants must have one year of experience as a delegate at SHSMUN or a similar Model United Nations conference.
- Officer Selection: SHSMUN Officers must possess strong writing skills. Any delegate applying to be an Officer for 2015 will submit Position Papers and Resolutions as examples of their writing styles, to be reviewed by the SHSMUN Selection Committee. The Selection Committee will judge the samples to determine the strength and quality of each applicant's writing. In addition, delegates may choose to answer the optional writing prompt on the Officer Application, made available at the Conference, to provide an additional writing sample.
- The return of the "ad hoc" committee, which will change each year. This year's ad hoc committee topic is: World Intellectual Property Organization.
- The evolution for Delegate Registration/Country Selection is an ongoing search for the most fair and efficient tool and technique for local, regional and national delegate teams. We are using the same procedure for Country Selection as last year. Each delegation will prioritize (1-5) their delegations country preference and submit their country requests via an online form that will be time stamped upon receipt. We will contact each advisor about their delegations' country assignments upon receipt of the country fee(s).
- Delegate Registration/Country Selection Opens September 23rd at 7:00pm EST. The time stamp on the country request forms when received will determine the order in which countries are assigned to delegations. Please note that the time stamp that will be used is not the senders stamp but the receivers.

Please note one important factor that hasn't changed: our fee structure. We are proud to be able to maintain the delegate fees, country fees, and even the hotel fees at last year's levels. If you have delegates in need of financial assistance to afford their delegate fee, please see the last page of this guide.

Timeline and Deadlines

*Schools may register via the School Registration Form online at www.shsmun.org upon receipt of the Faculty Guide.

September

- 23 Request for Countries Opens* (7:00pm EDT)**
- *Fees are due within five (5) days of the initial application in order to secure requested countries.***
- **Submissions received before 7:00pm (9/23/14) EDT will not be accepted.***
- 30 Digital Press Corps Applications Due

October

- 3 Digital press applicants will be notified of their standing
- 24 Hotel Registration Deadline (form on SHSMUN.org)
- 24 Delegate Registration Deadline (form on SHSMUN.org)
- 30 **Position Papers and Resolutions Due**
- 30 Delegate Fees are Due

November

- 3 Target Date to Post Dockets
- 22-24 SHSMUN 2014!

Schedule of Fees

Note: Delegates who drive to the Conference are responsible for the cost of their own parking. All delegates are responsible for the cost of their own meals. Transportation throughout downtown Chattanooga is provided by CARTA's free Electric Shuttle, and a Shuttle stop is located within one block of The Chattanooga.

Fee Type	Fee Amount	Description of Fee
Delegate Fee	\$75.00 (unchanged)	Payable by each delegate to defray the costs of the Conference.
Regular Country Fee	\$50.00 (unchanged)	Payable before a requested country is assigned to a school.
Security Council Country Fee	\$75.00 (unchanged)	Payable before a Security Council country is assigned to a school. Each school is limited to one non-permanent and one permanent Security Council country.
Hotel Fee	\$125.00 plus tax per room, per night (Tennessee schools should submit their tax-exempt form to The Chattanooga, but must still pay some city	This rate is unchanged from last year and reflects a substantial Conference discount.

Schools are strongly encouraged to completely fill a country before requesting additional countries.

Except for the hotel fee, **all fees must be paid with a school-issued check**, payable to the YMCA of Metropolitan Chattanooga. See the Fee Submission Form for information on mailing checks.

The hotel fee is payable directly to The Chattanooga.

Fee Submission Form

When submitting a school-issued check to the YMCA, it can be helpful to enclose a copy of this form, specifying exactly what you are paying for.

Please remember that only official school-issued checks can be accepted. Personal checks may not be submitted in payment of any SHSMUN fees.

Make checks payable to the YMCA of Metropolitan Chattanooga. Please include "SHSMUN" on the memo line.

=====

School Name: _____

Check Number: _____ Check Date: _____

The enclosed check is payment for:

Quantity	Fee Type	Fee Amount	Subtotal
	Delegate Fee	\$75.00	
	Regular Country Fee	\$50.00	
	Security Council Country Fee	\$75.00	
Total for This Check ----->			\$

Send checks to the attention of :
 Daniel Kadwell
 YMCA of Metropolitan Chattanooga
 301 W 6th Street
 Chattanooga, TN 37402

Code of Conduct

Each student and his/her parent/guardian must review and sign this Code of Conduct, and advisors must submit this form to the SHSMUN staff during registration on the first day of the Conference.

We, the undersigned student delegate and the undersigned parent/guardian, agree to be bound by this entire Code of Conduct for the duration of the SHSMUN Conference.

1. General Behavior: The SHSMUN Conference is a school-related activity, and delegate behavior is controlled primarily by the Codes of Conduct published by the delegate's school and school district. All school and school district rules remain in force throughout the Conference.

2. Hotel Rooms Restricted by Gender: All delegate hotel rooms will be assigned to delegates of just one gender. Any delegate—whether registered as a guest of the hotel or not—agrees not to enter hotel rooms assigned to delegates of another gender.

3. Curfew and Quiet Period: Delegates staying at the hotel must be in their assigned rooms by the designated time each night, and must remain in their rooms throughout the Quiet Period published on the Conference schedule. Delegates must keep noise to a reasonable level, and all delegates acknowledge the hotel's authority to take action against noise complaints. Delegates not staying at the hotel must leave the property within 30 minutes of the last event each night.

4. Delegate Dress Code: To maintain an atmosphere of professionalism at the Conference, delegates agree to wear western business attire during committee and General Assembly sessions. Delegates understand that admittance to the dance requires appropriate casual attire.

5. Photo Release: I give permission for the SHSMUN to use, without limitation or obligation, photographs or other media that may identify or include the image or voice of a delegate to promote or interpret this or future SHSMUN events, including media coverage. I waive all claims for any compensation for such use. I understand that fellow participants may also use media, including but not limited to photography and videography during this event. I relieve SHSMUN from any liabilities, known or unknown, arising out of the use of this material.

6. Credentials / Name Tags: For security purposes, delegates must wear their Conference credentials at all times during Conference activities. If lost, delegates must request replacement credentials through their school advisor.

7. Enforcement: The SHSMUN Staff will report suspected violations of this Code of Conduct to a delegate's lead advisor. The advisor will act upon these violations in accordance with the codes of conduct issued by the delegate's school and school district. The SHSMUN staff's enforcement responsibility is limited to removing a delegate from the Conference proceedings while the advisor is contacted and briefed on the situation.

We understand (a) this Code of Conduct, (b) our school's Code of Conduct, and (c) our school district's Code of Conduct. We agree to be bound by all of these Codes for the duration of the SHSMUN Conference.

Delegate Signature Date

Parent/Guardian Signature Date

Delegate Name (Please Print)

Parent/Guardian Name (Please Print)

School

Country Selection

All countries must be requested through the Country Request Form found on SHSMUN.org. A list of available countries will be maintained on that site, in as close to real-time as possible.

When two or more schools request the same country, preference will be given to the school who requested the country first via the online Country Selection form at SHSMUN.org. Electronic submissions are automatically time-stamped. However, **no country will be officially assigned until payment for that country is received by the YMCA**. If the YMCA does not receive a school-issued check in payment of country fees within **five business days** from the date that they receive their country assignments, the electronic time stamp on that Country Request Form will be disregarded and another school may be assigned the country.

This process is designed to give non-local schools a chance to request countries at the same time as Chattanooga area schools.

The Conference reserves the right to assign schools to countries in a way that will maximize the quality of debate, informed by—but not bound by—a specific school's Country Request.

All UN Member States can be represented at SHSMUN. The most current list of UN Member States may be found at un.org/en/members.

Each delegation will be asked to request five countries in order of preference. Please do submit all five (5) and consider all five request carefully.

Security Council Countries

Because the Security Council is the only body within the United Nations with the power to take binding action, participating in a Security Council simulation is one of the most challenging and interesting opportunities for a Model UN delegate.

Note: all Security Council delegates must stay in the Conference hotel for both Saturday and Sunday nights.

Permanent members of the Security Council have the power to veto Security Council actions. **No school will be assigned more than one permanent member to represent.**

Non-permanent members are elected by the General Assembly to serve fixed terms on the Security Council.

Please see the following page for details regarding the new process for selecting Security Council Countries.

Permanent Members

China
France
Russian Federation
United Kingdom
United States

Non-Permanent Members (2014-2015)

Argentina
Australia
Chad
Chile
Lithuania
Jordan
Nigeria
Luxembourg
Rwanda
Republic of Korea

Security Council Countries

Continued

Each school may request two Security Council (SC) countries. In an effort to allow more schools representation on the Security Council, SHSMUN will assign SC countries in two phases:

Phase One will begin when country requests open and will last for 24 hours. All schools requesting an SC country during Phase One will be assigned one before any school is assigned two. Assignments will be made to schools on a first-come, first-served basis according to the online form's timestamp.

Phase Two begins immediately after Phase One ends. If any SC countries remain after Phase One, schools requesting SC countries during Phase Two will be assigned up to two countries on a first-come, first-served basis.

Examples, assuming each school requests two SC countries:

Example One: Six schools request SC countries during Phase One. In order of their timestamps, the first five schools are assigned a permanent SC country. The sixth school is assigned a non-permanent SC country. We move back to the top of the list and assign all six schools a second non-permanent SC country. In this example, all five permanent and seven non-permanent countries are assigned in Phase One, leaving three countries to be assigned in Phase Two. A seventh school requests SC countries as soon as Phase Two opens and is assigned two non-permanent countries. An eighth school requests two but is only assigned one, and the Security Council is full.

Example Two: 15 schools request SC countries during Phase One. In order of their timestamps, the first five schools are assigned a permanent SC country. The next 10 schools are assigned a non-permanent SC country. The Security Council is filled and no more countries remain to be assigned in Phase Two.

Example Three: 16 schools request SC countries during Phase One. In order of their timestamps, the first five schools are assigned a permanent SC country. The next 10 schools are assigned a non-permanent SC country. The 16th school, despite making its request during Phase One, does not receive an SC country since there are none left to assign.

As these examples illustrate, there is still an advantage to submitting country requests quickly. This process change should minimize the importance of submitting a country request within the first few minutes of the country request process, though, and allow more schools a fighting chance to receive an SC country assignment.

2014 Committees

The committees to be simulated at SHSMUN 2014 can be divided into three main types. They are:

Security Council, to be attended by the 5 permanent and 10 non-permanent member countries only (as detailed on the Security Council page)

The **Main Committees**, to be attended by every country at the Conference, including:

- General Committee (described in detail later)
- Disarmament and International Security
- Economics and Finance
- Legal Issues
- Social and Humanitarian
- Special Political and Decolonization
- UN Environment Programme
- World Health Organization

One **Specialized Committee**, World Intellectual Property Organization (WIPO).

The Digital Press Corps, to be attended by students interested in covering the happenings in the committees as an alternative to formal participation as a delegate (described in detail later).

General Committee

SHSMUN is working hard to make General Assembly a more meaningful experience for all of our delegates!

The General Committee is part of that effort. General Committee (GC) will review all resolutions as they pass out of committee, and before they are considered in the General Assembly (GA). General Committee will decide which resolutions are considered in General Assembly and the order in which they will be considered. Interesting and controversial resolutions will receive priority.

General Committee may choose to refer a resolution to another committee and may suggest an amendment to a resolution. General Committee's suggested amendments do not become part of the resolution automatically, but are considered and voted upon during GA.

Every country may have a delegate on General Committee.

From a strategic perspective, it would be to every country's advantage to have a delegate on General Committee, although it is not required. Remember: only GC members may participate in GC debates, so delegates from other committees should not plan on sliding in when their particular resolution is being considered.

Special Preparation:

General Committee delegates will not write the traditional position papers and resolutions in preparation for the Conference. The chairman of General Committee has provided special preparation instructions that are available on shsmun.org

General Committee delegates should expect their preparation requirements to involve research and writing commitments similar to their colleagues on other committees. In order to optimize the effectiveness of General Committee, delegates will notice a change in the instructions for preparation for SHSMUN 2014.

Hotel Details and Booking Process

Staying on-site at the Conference provides delegates (and advisors!) with an immersive Model UN experience. The weekend is truly much more fun when staying on-site, and we encourage all participants to do so.

The Chattanooga limits occupancy to four people per room. **Any school with overnight delegates must have an advisor on-site overnight.**

All hotel rooms should be requested through the form provided on SHSMUN.org. Business is brisk at The Chattanooga this year, so it may be difficult for us to expand our room block. **Please submit hotel room requests early.** Requests will be fulfilled in the order in which they are received.

All Security Council delegates must stay on-site at The Chattanooga for both nights.

Please remember that parking fees are not included in the hotel room rate.

Delegates not staying overnight must leave The Chattanooga premises within 30 minutes after the end of each night's activities and should not return any earlier than one hour before the start of the next day's activities.

Advisors frequently adjust room assignments after submitting rooming lists. This is understandable. However, we do request that advisors notify the Conference staff about changes in rooming assignments. We must maintain an accurate list of which delegates are assigned to which rooms.

Note that hotel reservations are made through SHSMUN.org but schools pay The Chattanooga directly. Schools should present a school-issued check to The Chattanooga at the time of check-in. Tennessee schools must also present a copy of their tax-exempt form to avoid paying state sales tax.

Position Papers

The process of writing position papers is the critical element of preparing for a Model United Nations Conference.

SHSMUN delegates are required to write a position paper on every topic being considered by their committee (with the exception of the specific instructions given elsewhere to Administrative and Budgetary Committee delegates).

The most frequently asked question on this topic is **“How long do my position papers have to be?”** SHSMUN does not specify a minimum length, but serious delegates typically write at least a page (single-spaced) for each topic.

The United Nations Association of the United States of America provides some good advice on writing a position paper, accessible at <http://www.unausa.org/global-classrooms-model-un/how-to-participate/model-un-preparation/position-papers>

Most delegates find that the research necessary for position papers directly feeds the resolutions they write. For that reason, it is advisable to write position papers before drafting resolutions.

Position papers and resolutions will be submitted electronically. Specific instructions for submission will be sent to advisors by email.

Resolutions

Resolutions assess the current status of a topic and suggest one or more specific actions to be taken. Resolutions are the cornerstone of debate at SHSMUN. Before the Conference, the committee chair will review all submissions and will assemble the most debatable resolutions into a **docket** to be used in debate.

Delegates must submit a resolution for at least two topics being discussed in their committees. Many delegates choose to write resolutions on all topics, and this is encouraged.

Resolutions are divided into two main sections:

Preambulatory clauses define the problem being addressed by the resolution. They answer the question of “why must the committee act?”

Operative clauses suggest solutions to the problem defined in the perambulatory clauses. They answer the question of “what should the international community do next?”

All resolutions will be submitted through dkadwell@ymcachattanooga.org.

Plagiarism

The Internet is an amazing thing! But now that so many of us are walking around with web browsers in our pockets, it is easy to forget to give credit to the source of the information we use.

Plagiarism at SHSMUN has become an issue in recent years, requiring our adoption of a plagiarism policy for the Conference, as follows:

Plagiarism Policy

All delegates are expected to conduct research in preparation for the Conference. This research will become the basis for position papers and resolutions that are submitted in advance of the Conference. However, delegates must do their own original work in assembling researched facts into position papers and resolutions.

Model UN is a learning experience, not an exercise in recitation. Therefore, it is the delegate's responsibility, at all times, to clearly identify the source of unoriginal ideas. The vast majority of a delegate's written submissions should be original work, but some quotation is helpful and expected.

Plagiarism is an offense at any time throughout the Model UN process, including pre-Conference writings (position papers and resolutions), resolutions developed during the Conference, and even in delegate speeches.

Plagiarism may be identified by fellow delegates or any member of the Conference staff. A delegate accused of plagiarism has the right to explain his actions directly to the Model UN Coordinator before any penalty is imposed.

The Model UN Coordinator will discuss plagiarism accusations with a delegate's advisor. If the allegations are substantiated, the delegate will be disqualified from any awards at the Conference.

Awards

We believe the Model UN experience is rewarding for every delegate. However, to recognize outstanding work in several key areas, the Conference typically bestows the following awards:

- Best Delegate in Committee
- Best Delegation
- All-Star Delegation (12 members)
- Best Digital Press Corps Delegate
- Best Position Paper

*Please note that the Best Overall Delegate Award has been removed from our list of possible awards. SHSMUN strives to foster an inclusive and collaborative environment. Ultimately our aim is to provide delegates with the most accurate representation of the United Nations as possible. By eliminating the Best Overall Delegate Award we hope to place greater importance and significance on the Best Delegation Award. The Best Delegation will be one that works together, has multiple delegates speaking and generally can be seen working closely to represent their country.

Judging Criteria

The awards listed above (with the exception of the DPC and Position Paper awards) will be granted after evaluating delegate performance in a number of important areas:

- Debating in Position: Do the delegates from a country respond to issues like the real ambassadors of their respective countries would?
- Knowledge of the Topics: Does a delegate know the topic through and through? Is a delegate's research and preparation obvious from the delegate's resolutions and speeches?
- Participation and Leadership in Debate and Caucus: Do the delegate's speeches and caucusing style move the debate forward? Does the delegate listen as least as often as he speaks?
- Knowledge of Parliamentary Procedure: Does the delegate adhere to proper procedure?
- Public Speaking Ability: Is the delegate able to address his colleagues audibly, intelligently, and with confident, factually-supported comments?
- Cooperation: Without sacrificing his nation's appropriate position, does the delegate work with the committee to achieve plausible solutions?
- Professionalism: Does the delegate exhibit courtesy, tact, and the general bearing of a diplomat?

Delegates failing to submit the required pre-Conference materials by the deadline (for most committees, this amounts to two total resolutions and a position paper for each topic) will be disqualified from any awards.

NHSMUN Conference

The 2015 National High School Model United Nations (NHSMUN) will be held at the real United Nations in New York from March 4-7, 2015.

The All-Star Delegation (see the Awards page) will be invited to join the YMCA of Metropolitan Chattanooga's delegation to NHSMUN. We have had great success in past years and have been awarded a "second in the world" recognition on two separate occasions.

NHSMUN is a unique and wonderful experience. Few people have a chance to sit on the floor of the United Nations General Assembly. Even fewer have an opportunity to speak at the United Nations. In most years, the NHSMUN delegation has a two-hour meeting with the real ambassador from the country we are assigned to represent. These opportunities make NHSMUN the most authentic high school Model United Nations conference in the world.

Participation in NHSMUN is the pinnacle of a high school Model United Nations career.

The NHSMUN trip will cost approximately \$1500, although some costs will be reduced if the number of students traveling is high enough.

Pages

Current 6th, 7th, and 8th graders are invited to participate in the SHSMUN Conference as pages.

Pages play an essential role at SHSMUN by delivering notes between delegates in various committees.

Without pages, it is virtually impossible for delegates to coordinate their positions with their colleagues in other committees who may be debating similar issues.

In addition to providing such an important service, pages also benefit from early exposure to the inner workings of the SHSMUN Conference. Many pages have gone on to be excellent delegates and officers.

Pages, of course, do not pay a delegate fee.

Advisors are asked to register pages on SHSMUN.org.

High school advisors are encouraged to pass this information on to their associated middle schools.

Role of Advisors

Before the Conference

Advisors are an essential part of the entire SHSMUN process, and are of particular importance before the Conference. Advisors should familiarize themselves with the Model UN process in general, and with the SHSMUN Conference specifically. Advisors should work with their delegates to promote a good working knowledge of Conference procedures. Although the average Model UN delegate is self-motivated, it is important that the advisor be in touch with delegates to encourage them to meet the deadlines that occur throughout the SHSMUN season.

Advisors should explain rules of conduct to delegates before arriving at the SHSMUN Conference. Advisors should explicitly tell delegates that their school and school district codes of conduct remain in force during the SHSMUN Conference, along with any applicable disciplinary penalties.

Advisors are the main point of contact between the SHSMUN staff and the delegates at each individual school. Although delegates are encouraged to contact their committee chairs before the Conference, it is the advisor who receives and distributes all Conference materials. The advisor collects delegate fees and works with the SHSMUN staff to address questions, comments, and concerns. Only the advisor should submit materials to the YMCA, including fee payments and forms.

Advisors should give their delegates specific instructions about the electronic registration and document submission processes. Some advisors may want delegates to handle these functions themselves. Others may want to collect the information and submit it electronically on their delegates' behalf.

Role of Advisors

During the Conference

The SHSMUN Conference is directed by a team of high school officers and YMCA staff. Advisors are encouraged to observe their students during debate and to share feedback with the SHSMUN staff. **A faculty advisor—or a designated parent chaperone—must be present on the Conference site at all times during the SHSMUN Conference, except for meals. (This includes overnight, if the advisor has delegates staying in the hotel.) During mealtimes, advisors should be reachable by cell phone.** Advisors are the key liaison between delegates and the Conference staff. Although conduct problems are a rare occurrence at SHSMUN, it is the advisor who addresses these.

Advisors are solely responsible for enforcing delegate codes of conduct. The Conference's enforcement of the code of conduct is limited to alerting the advisor of the infraction. After an advisor is alerted to the infraction, the advisor must handle the situation according to school and school district policies.

The ratio of delegates to advisors should not exceed 12:1.

Code of Conduct for Advisors

Advisors play a vital role in preparing their students for the Conference, but they should advise delegates from a distance during the Conference itself. Advisors should not coach or offer direct advice to delegates during debate. Advisors should not confer with delegates in committee or General Assembly, but may instead ask their delegates to join them in the hallway to convey an emergency message.

Advisors are asked to refrain from smoking and the use of alcohol during Conference hours or in the presence of any delegate at any hour.

Most of all, please enjoy the Conference and offer your feedback to the Conference staff. Our goal is to improve the delegate experience with each passing year. Your feedback during the advisor meeting at the Conference is always extremely valuable, and we hope to continue the conversation after the conference ends.

Thank you for the support you give to your delegates, and thank you for attending SHSMUN!

Privacy Policy

When registering for the Conference, all delegates will be asked to provide a personal email address and a telephone number. We prefer to collect a cell phone number when possible. Delegate names, email addresses, and phone numbers are collectively referred to as **contact information**.

Communication Before and During the Conference

The Conference Staff (defined as the employees of the YMCA of Metropolitan Chattanooga and their appointees, such as the student officers directing the Conference) may use delegate contact information to communicate with delegates from the time it is provided until the conclusion of the SHSMUN Conference. Any such communication will pertain directly to the SHSMUN Conference.

Communication by the YMCA

The YMCA of Chattanooga and its employees—but not their appointees—may use delegate contact information to make qualified students aware of other YMCA or affiliated programs that it believes may be of interest to those delegates. Such communication could include announcements about other teen programs and one-time events for high school students.

Alumni Communication

The Conference Staff may use delegate contact information to communicate news about the Conference to Conference alumni. Such communication could include announcements about each year's alumni staff application process.

Opt-Out Procedure

Delegates may opt out of "Communication by the YMCA" and "Alumni Communication" at any time. To opt out, delegates should send an email to coordinator@shsmun.org listing the email address and phone number supplied during the registration process. That email address and phone number will be removed from the delegate database within 15 days.

Financial Assistance

The YMCA of Metropolitan Chattanooga would like all teen youth, regardless of financial ability, to participate in the SHSMUN Conference. Delegates who are unable to finance their fees for the Conference and/or pay for their hotel rooms may apply for financial assistance.

Scholarships are limited and will be awarded on the basis of need.

Delegates requesting financial assistance should complete a single packet consisting of:

- > Letter from the delegate outlining the extent of their interest in Model UN
- > Letter from the delegate's parent attesting to the fact that the delegate cannot participate in Model UN without financial assistance
- > Letter from a school administrator attesting to the fact that the delegate would benefit from participation in Model UN, and that (to the best of their knowledge) the delegate needs financial assistance to participate.

Address all letters to:
Daniel Kadwell, Model UN Coordinator
YMCA of Metropolitan Chattanooga

Assemble all three letters into a packet and fax to (423)266-7328, or scan and email to coordinator@shsmun.org.

Advisors will be notified as to the status of their student's application for financial assistance.

If a scholarship is awarded, it will cover the delegate fee only.